

Instructions:

Harrison Undergraduate Research Award Application (2012-13)

DEADLINE: 12:00 noon on Thursday, December 1, 2011

Center for Undergraduate Excellence
3rd floor of the Harrison Institute/Small Special Collections Library
Late applications WILL NOT be considered.

Application Checklist

TURN IN 4 COLLATED SETS OF THE FOLLOWING APPLICATION PIECES (IN THE FOLLOWING ORDER):

- a. Cover page (page 2 of application)
- b. Research proposal
- c. Project time line
- d. Relevant course work
- e. Relevant prior experiences and/or research
- f. Itemized budget
- g. Signed faculty advisor endorsement
- h. Signed student statement
- i. Unofficial transcript
- j. For international research, a printout of your completed International Projects Travel Form

TURN IN 1 COPY OF THE FOLLOWING:

2 recommendation letters (1 from project advisor)

Research Proposal

Attach a clear, concise description of the proposed research project, written by you (maximum 2 pages, single-spaced, 1 inch margins, 12 point font). The following headings are required:

- a. Background and Research Question
- b. Methodology
- c. Potential Outcomes and Implications

Within the structure provided by these headings, explain what you will do and where and how you will do it. Include clear statements of your research question and proposed methodology, and provide relevant background on the topic. Discuss the potential outcomes and significance of the project; include in this discussion a consideration of the implications of your work for other researchers and for society, any ethical issues and how you plan to address them, and any anticipated limitations of the proposed research. Explain what the final product will be and indicate how the project relates to any ongoing research or academic study (such as a Distinguished Majors thesis). Please include a bibliography (no more than 1 page in length; this does not count toward the 2 page maximum).

International Projects Travel Form

Students proposing to travel internationally as part of their proposed research must register with the International Studies Office, complete the International Projects Travel Form, submit the form by email to the International Studies Office **by December 1, 2011**, and **print out a copy of the form to submit with your Harrison Award application**. Please see <http://www.virginia.edu/cue/harrison.html> for further instructions and to access the form. Please do not leave this to the last minute; it is an important part of your application.

Please do not include this instruction page with your application.

HARRISON UNDERGRADUATE RESEARCH AWARD APPLICATION (2012-13)

Full Name (last, first, middle):

Year (circle one): 1st 2nd 3rd

U.Va. E-mail Address:

Phone Number:

Major(s):

PROJECT TITLE:

Academic category of your proposal (write in subject/discipline)

Humanities:

Engineering:

Science:

Social Science:

Art/Architecture:

Other:

How did you hear about the Harrison Award?

If you are applying for other research grants, please check or list those here:

Aigrain Grant Community-Based Research Grant Double Hoo Award Center for
Global Health Award Miller Center Award Kenan Award Jefferson Public Citizens
Program Ingrassia Award Other _____

It is the intent of this and other undergraduate research grant programs to support as many qualified proposals as possible. While we encourage students to apply for any funds for which they are eligible, it is unlikely that students will be selected to receive significant funds from more than one competitive source.

If you would like to be considered for the Stull Family Award, please indicate if you are a member of a fraternity or sorority and, if so, which one. Your answer will not affect the evaluation of your application or the amount of funding you may receive. _____

Are you proposing to travel internationally? If so, please attach a printout of your completed International Projects Travel Form and indicate the country here:_____

Advisor:

Advisor's department:

Advisor's e-mail address:

Name of 2nd Reference:

Project Time Line Description: *(be as specific as possible with respect to dates and anticipated activities)*

Spring 2012 (Preparation for research):

Summer 2012 (Indicate any other activities (e.g., travel, internships) that you hope to undertake, and how they would affect your research plans):

Fall 2012:

Spring 2013:

Relevant Course Work:

Prior Relevant Experiences and/or Research:

Itemized Anticipated Budget:

Transportation -Air -Bus -Boat -Taxi-Gas-Train	
Meals	
Lodging -Rent -Hotel -Hostel	
Supplies, Lab -Field equipment -Lab materials and equipment	
Supplies, Other -Books, journals -Equipment	
Travel Clinic -Immunizations -Medications, etc.	
Other	
*Total	

**If your budget exceeds \$3,000, how will make up the difference? If you do not secure additional funds, will \$3,000 be enough for you to accomplish the project?*

Faculty Advisor Endorsement

FACULTY ADVISOR: *Please initial the following items and sign below.*

I agree to oversee the work of _____ [*insert student's name*] during the entirety of the research project. _____

I approve the student's proposed budget. _____

If the project involves human and/or animal subjects, I will advise my student to comply with the policies of the University's Institutional Review Boards. I understand that I may be required to undergo online IRB training. _____

If the project involves international travel, I will advise my student to submit the International Projects Travel Form to the International Studies Office, attend a pre-departure orientation, and comply with any other ISO requirements. _____

I will review the student's final project and submit a one-page final evaluation to the Center for Undergraduate Excellence. (This evaluation will be due in Spring 2013; you will be informed by e-mail of this and any other deadlines.) _____

_____ Signature of Faculty Advisor

Student Statement

STUDENT: *Please initial the following items and sign below.*

I will be a fulltime undergraduate enrolled at the University of Virginia through the 2012-13 academic year. _____

I promise to adhere to all Harrison Award procedures, including the submission of my mid-term report, expenditure report, final project, and presentation. _____

I understand that I will be required to participate in (1) an orientation, (2) a workshop on February 24 from 4 to 7 pm, (3) a research discussion event in fall 2012, and (4) a Harrison poster session in April 2013. _____

If my project involves human and/or animal subjects, I will seek advice from my faculty advisor, and I will comply with the policies of the University's Institutional Review Boards. _____

If my proposed project involves international travel, I understand that:

- I may not travel to any location with a U.S. State Department Travel Warning and, if such a warning is issued while I am abroad, I must leave the country immediately in the safest manner possible. (http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html). Prior to my departure, I will complete the International Projects Travel Form, attend a pre-departure orientation, and comply with any other ISO requirements. _____
- I am responsible for obtaining a visa and/or work or other permit required for my intended destination. _____
- I am responsible for getting appropriate inoculations and overseas health/emergency coverage. _____
- If I am an international student, I will consult with an international student advisor about my visa status. _____

_____ Signature of Student